What is claimed is:

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A method for locating a recipient of a message in a corporation using a computerized system comprising:

- compiling a database of a recipient's scheduled location, the recipient's delivery preference and the corporation's preference;
- (2) providing access to recipient's location and delivery preference database of (a);
- (3) updating the recipient's scheduled location and/or delivery preference; and
- (4) allowing access to updated schedule and delivery preference to facilitate delivery of message to recipient at updated scheduled location.
- 2. The method as claimed in claim 1 wherein the recipient update's the recipients scheduled location and/or delivery preference in step (c).
- 3. The method as claimed in claim 1 wherein the access in step (b) is via a computer based network.
- 4. The method as claimed in claim 1 wherein the access in step (b) is via the telephone.
- 5. A method for locating a recipient of a message in a corporation using a computerized system comprising:
 - (1) compiling a database of an recipient's scheduled location, the recipient's delivery preference and the corporation's preference;

- providing access to recipient's location and delivery preference database of (a);
- (3) \ providing access to corporate schedule organizer;
- (4) Updating recipient's scheduled location in corporate schedule organizer;
- (5) monitoring corporate schedule organizer for location change in the recipient's schedule;
- (6) updating recipient's scheduled location according to location changes monitored in (e); and
- (7) allowing access to updated schedule to facilitate delivery of message to recipient at updated scheduled location.
- 6. The method as claimed in claim 5 wherein the recipient updates the recipients scheduled location and/or delivery preference in step (d).
- 7. A method for locating a recipient of a message in a corporation using a computerized system complising:
 - (1) compiling a database of a recipient's scheduled location, the recipient's delivery preference and the corporation's preference;
 - (2) providing access to recipient's location and delivery preference database of (a);
 - (3) updating the recipient's scheduled location and/or delivery preference;
 - (4) setting priority of conflicting corporate and recipient preference;
 - (5) allowing access to updated schedules and delivery preferences to facilitate delivery of message to recipient at updated scheduled location.

- 8. \ A computer based system for locating a recipient of a message in a corporation using a computerized system comprising:
 - A component for compiling a database of an recipient's scheduled locations, the entities delivery preference and the corporation's preference;
 - (2) à database containing the recipient's scheduled location, the entities delivery preference and the corporation's preference;
 - a component for providing access to recipient's location and delivery preference in database (b);
 - (4) a component for updating the recipient's scheduled location and/or delivery preference; and
 - (5) a component for allowing access to updated schedule and delivery preference to facilitate delivery of message to recipient at updated scheduled location.
- 9. A computer based system for locating a recipient of a message in a corporation using a computerized system comprising:
 - (1) a component for compiling a database of an recipient's scheduled location, the recipient's delivery preference and the corporation's preference;
 - (2) a database containing the recipient's scheduled location, the entities delivery preference and the corporation's preference;
 - (3) a component for providing access to the database of (b);
 - (4) a component for providing access to corporate schedule organizer;

- (5) a corporate schedule organizer;
- (6) a component for updating recipient's scheduled location in corporate schedule organizer;
- (7) a component for monitoring corporate schedule organizer for location change in the recipients schedule and updating database (b) with schedule location change; and
- (8) a component for allowing access to updated schedule(s) to facilitate delivery of message to recipient at updated scheduled location.
- 10. A computer based system for locating a recipient of a message in a corporation using a computerized system comprising:
 - (1) a component for compiling a database of a recipient's scheduled locations, the recipient's delivery preference and a corporation's preference;
 - (2) a database containing recipient's scheduled locations, the recipient's delivery preference and the corporation's preference compiled in (a);
 - (3) a component for providing access to recipient's location and delivery preference database (b);
 - (4) a component for updating the recipient's scheduled location and/or delivery preference;
 - (5) a component for setting hierarchy of conflicting corporate and recipient preference;
 - a component for allowing access to updated schedules and delivery preference to facilitate delivery of message to recipient at updated scheduled location.